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Johannesburg Social Housing Company

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INTERNAL AND EXTERNAL ADVERT

The Johannesburg Social Housing Company SOC Limited (JOSHCO) mandate is to develop and manage affordable rental housing for the lower market as an integral part of efforts to eradicate the housing backlog of the City of Johannesburg. JOSHCO is a registered Social Housing Institution and is accredited by the Social Housing Regulatory Authority (SHRA). **JOSHCO invites suitably qualified and experienced persons to apply for the following vacant position.**

Position : Supply Chain Manager
Employment Status : Fixed Term Contract (24 Months)
Department : Finance

Purpose of the Job: The position will serve to coordinate and undertake the effective functioning of the supply chain process based on required internal control measures, including coordinating the procurement of day-to-day goods and services for JOSCHO.

Responsibilities (but not limited to the following):

- Develop, implement, and review Supply Chain Management (SCM) Policies and Procedures to ensure compliance with the MFMA and applicable legislation.
- Ensure that procedures are streamlined to meet the company's objectives.
- Advise on the drawing up of contracts to ensure compliance with the supply chain management processes.
- Negotiate terms of reference pertaining to potential awards and manage the implementation of contracts as well as Service Level Agreements.
- Assume Leadership role in JOSHCO's tender adjudication process.
- Perform compliance audits in relation to all the SCM Processes as per JOSHCO's.
- SCM policies and procedures and ensure that JOSHCO's BEE and SME targets are met.
- Manage internal and external customer relationships and deliver value adding services to SCM Customers.
- Communicate with Managers and Staff within the company in pursuit of sustainable reductions in the total cost of goods and services procured, with simultaneous improvements in the quality and service levels of the supply base.
- Develop and implement supplier performance measurement system.
- Prepare and disseminate SCM performance reports to EXCO and to line managers.
- Develop financial benchmarks in relation to services that will be procured on behalf of JOSHCO.

Minimum job requirements, interested applicants must be in possession of:

- Grade 12 certificate or equivalent.
- Degree in Finance/Procurement Management/Supply Chain Management/ Public Administration
- A relevant Post Graduate Qualification will be advantageous
- 3-5 years' experience is a requirement in a similar position as well as strong experience in implementation of the PPPF Act, MFMA as well as an understanding of BBBEE Act requirements in line with the implementation of Procurement prescripts in local government sector
- Understanding, management, and interpretation of contracts, and drafting thereof

Attributes/Skills:

Ideal candidate is expected to display profound knowledge of contract management/ & Supply chain management environment, Knowledge of dealing with Treasury regulations and requirements and Knowledge and understanding of PFMA Act, PPPFA Act and B-BBEE Act.

Application Procedure:

Interested applicants are invited to apply by submitting their CV's together with certified copies of qualifications and ID to: recruitment@joshco.co.za quoting the position applying for. Failure to submit the required documents will result in your application not being considered. JOSHCO is an equal opportunity and affirmative action employer, and all appointments will be made in accordance with the Company's Employment Equity Plan to promote its representivity (race, gender, and disability). Correspondence will only be limited to shortlisted candidates and applicants who have not been contacted within 6 weeks should consider their applications unsuccessful. JOSHCO reserves the right not to make an appointment.



The closing date for applications is 08 September 2022.